



Town Council Meeting Minutes - Draft

Mayor Jason Gray
Mayor Pro Tem Laura Cavey
Councilmember Ryan Hollingshead
Councilmember Kevin Bracken
Councilmember Mark Davis
Councilmember Max Brooks
Councilmember Tim Dietz

Tuesday, November 18, 2025

6:00 PM

Town Hall Council Chambers
100 North Wilcox Street
Castle Rock, CO 80104
www.CRgov.com/CouncilMeeting

This meeting is open to the public. All times indicated on the agenda are approximate. Town Council Meetings are also streamed online in real time at www.CRgov.com/WatchCouncil, and are broadcast for Comcast Cable subscribers on Channel 22 (please note there is a delay to the broadcast). Public Comments may also be submitted in writing online at www.CRgov.com/CouncilComments by 1:00 p.m. November 18, 2025, to be included in the public record. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form at www.CRgov.com/A11yRequest

COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION

Mayor Gray provided the Invocation.

CALL TO ORDER / ROLL CALL

Present: 6 - Mayor Gray, Mayor Pro Tem Cavey, Councilmember Hollingshead, Councilmember Bracken, Councilmember Davis, Councilmember Dietz

Not Present: 1 - Councilmember Brooks

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Mayor Gray reminded everyone of Starlighting this weekend. He reflected on suicides during the month of November and to reach out to others. The Mayor commended the Fire Department that averages 22 calls a day, nine new firefighters this year, spent 6 weeks in California and Texas during tragedies. He also reflected on several firefighters that were recognized this year.

Councilmember Hollingshead looks forward to Starlighting and thanked the crews putting up the lights all over town.

Councilmember Davis thanked the snow crews that will help keep the roads open this year. He also volunteers.

Councilmember Dietz reflected on being grateful.

Mayor Pro Tem Cavey thanked Hannah in the Water department for her help sorting out issues; and thanked Mark Marlowe for his guidance on challenges. She wished everyone a Happy Thanksgiving.

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve Appointment APPT 2025-008 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

[APPT
2025-009](#)

Appointment: Public Safety Commission

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve Appointment APPT 2025-009 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

TOWN MANAGER'S REPORT

[ID 2025-126](#)

Update: Calendar Reminders

David Corliss, Town Manager, presented upcoming calendared items.

[ID 2025-127](#)

Update: Monthly Department Reports

[ID 2025-128](#)

Update: Election District Designation for Annexed Properties

[ID 2025-129](#)

Update: Third Quarter Financial Review, Period Ending September 30, 2025

David Corliss, Town Manager, gave a brief summary.

[ID 2025-130](#)

Presentation: Water Quality Maintenance

Mark Marlowe, Director of Water, provided an update.

Councilmember Davis confirmed this is done every 5-10 years when needed.

[ID 2025-131](#)

Development Services Project Updates

[ID 2025-132](#)

Update: Quasi-Judicial Projects

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Bracken, to Approve the Agenda as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

CONSENT CALENDAR

Moved by Councilmember Bracken, seconded by Councilmember Dietz, to Approve the Consent Calendar as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

[RES 2025-142](#) **Resolution Accepting the Offer from Symetra Life Insurance Company to the Town of Castle Rock for Stop Loss Insurance Coverage for Calendar Year 2026**

RES 2025-143 **Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving a Services Agreement with Burns & McDonnell Engineering Company, Inc. [1282 Castle Oaks Dr., Castle Rock CO 80104]**

[RES 2025-144](#) **Resolution Approving the 2026 Spot Water Lease Agreement between the Town of Castle Rock and Dakan Ranch II LLC [Plum Creek Water Reclamation Authority, Douglas County]**

[RES 2025-145](#) **Resolution Approving the Second Amendment to the 2025 Spot Water Lease Agreement Between the Town of Castle Rock and the Central Colorado Water Conservancy District [Chatfield Reservoir, Douglas County]**

[RES 2025-146](#) **Resolution Waiving Formal Written Bidding Requirements on the Basis of a Sole Source and Approving an Equipment and Services Agreement with Core & Main LP, for Water Meters and Related Infrastructure Delivery**

[MIN 2025-022](#) **Minutes: November 4, 2025 Town Council Meeting**

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[DIR 2025-033](#) **Discussion/Direction of the Public Safety Commission's Recommendations for the 2026 Philip S. Miller Resource Grant Program, Eight Applications**

Pete Managers, Assistant Director of Finance, and Clark Hammelman, Chair of the Public Safety Commission, presented the item.

No public comment.

Mayor Pro Tem Cavey as liaison to the Commission, noted that food was a hot topic and the majority of the organizations focused on that. They looked to programs that benefited Castle Rock the most.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Approve Discussion/Direction Item DIR 2025-033 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

[DIR 2025-034](#) Discussion/Direction: Nonprofit Grant Programs

Kristin Read, Assistant Town Manager, presented the item.

No public comment.

Discussion was held on the various options.

Trish Muller, Director of Finance, outlined the qualifications.

Read stated staff will write up the Council's direction and bring back to them for approval.

Councilmember Hollingshead would like to discuss ahead of time vs. debating who receives the grant in front of the applicants.

[RES 2025-147](#) Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Logical Systems, LLC

Mark Marlowe, Director of Castle Rock Water, presented the item.

Mayor Pro Tem Cavey asked if LSI is also doing software and hardware and other solutions. Marlowe stated they are integrating and installing. Marlowe state the cyber is integrated and is a different component with another consultant.

No public comment.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Approve Resolution RES 2025-147 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

[RES 2025-148](#) Resolution of Town of Castle Rock Authorizing the Plum Creek Water Reclamation Authority to Enter into a Loan Agreement, Construction Contract, and Construction Management Services Contract for the PCWRA Reuse Reservoir and Pump Station [4255 N US Highway 85, Castle Rock CO]

Mark Marlowe, Director of Castle Rock Water, presented the item.

No public comment.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Hollingshead, to Approve Resolution RES 2025-148 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**ADJOURN TO EXECUTIVE SESSION - NOT TO RETURN**

Moved by Mayor Gray, seconded by Councilmember Bracken, to Adjourn to

Executive Session at 7:10 pm.. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

[EXEC](#)
[2025-005](#)

Executive Session: 1) To discuss legal issues relating to the Craig & Gould North Project and determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing the Town's negotiators, under C.R.S. §24-6-402(4)(e); and, 2) Possible Town property acquisition for possible open space and negotiation position for possible acquisition cost (Jobe property adjacent to Lost Canyon Ranch), under C.R.S. §24-6-402(4)(a).